



## **COMMUNITY DEVELOPMENT**

*P.O. Box 1609 Mammoth Lakes, CA 93546*

**DATE:** March 19, 2008

**TO:** Mammoth Lakes Town Council,  
California State Governor's Office of Planning  
and Research, and  
State of California Department of Housing and  
Community Development

**FROM:** Jen Daugherty, Associate Planner

**SUBJECT:** Annual Planning Activities Report (January 1,  
2007 – December 31, 2007)

California Government Code Sections 65400 (a) require local agencies to: "Investigate and make recommendations to the legislative body regarding reasonable and practical means for implementing the general plan...so that it will serve as an effective guide for orderly growth and development, preservation and conservation of open-space land and natural resources, and the efficient expenditure of public funds relating to the subjects addressed in the general plan." In addition, this section requires local agencies to: "Provide by April 1 of each year an annual report to the legislative body, the Office of Planning and Research, and the Department of Housing and Community Development that includes...the progress in meeting its share of regional housing needs...and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing."

This report summarizes the planning activities for the Town of Mammoth Lakes from January 1, 2007 to December 31, 2007.

**TOWN OF MAMMOTH LAKES  
ANNUAL PLANNING ACTIVITIES REPORT  
January 1, 2007 – December 31, 2007**

**OVERVIEW**

**General Plan:**

The Community Development Department initiated a comprehensive update of the General Plan as a work program that began in November of 2002. During the period between January 1 and August 15, 2007, the Town held extensive public workshops, meetings and public hearings on the General Plan Update. On May 23, 2007, the Mammoth Lakes Planning Commission recommended that the Mammoth Lakes Town Council approve the updated General Plan and all associated California Environmental Quality Act (CEQA) certifications and findings (Planning Commission Resolution 2007-14). The Mammoth Lakes Town Council approved the General Plan Update (2007 General Plan) and certified the Final Program Environmental Impact Report including all associated CEQA findings for the General Plan Update on August 15, 2007. The General Plan elements that were not updated in this General Plan Update are the Housing, Noise, and Parks and Recreation elements. The Housing Element (2003) is anticipated to be updated in 2008; the Noise Element (1997) is anticipated to be updated by 2012 as feasible with Town resources; and the Parks and Recreation Element (1990) is anticipated to be updated in 2008 with the new Parks and Recreation Master Plan. In addition to all the work completed on the General Plan Update in 2007, Town staff has completed the following tasks, which further the 2007 General Plan's goals.

**Conservation and Open Space Elements** – Four elements in the 2007 General Plan address conservation and open space. These elements are Arts, Culture, Heritage and Natural History; Parks, Open Space and Recreation; the Parks and Recreation Element (1990); and Resource Management and Conservation.

The Arts, Culture, Heritage and Natural History Element states: "It is important that arts, culture, heritage and natural history are encouraged throughout the community." The Town continues to enforce Public Arts Fee Fund and Program (Municipal Code 15.18) that develops and maintains a visual arts program for the residents and visitors of Mammoth Lakes to add to the economic viability of the community; and to enhance the environment and unique character of Mammoth Lakes by providing for the acquisition and maintenance of quality works of public art. The Town's Public Art

Commission is active in carrying out the duties of the Public Arts Fee Fund and Program.

The California Environmental Quality Act (CEQA) requires a cultural resources analysis for all proposed development projects. Mitigation measures are identified for each project to reduce impacts to cultural resources. The Town includes these project specific mitigation measures as conditions of approval for the project to protect cultural resources.

The Parks, Open Space and Recreation Element states: "Parks, open space, and our recreational opportunities in Mammoth Lakes are critical to our residents and to the success of our tourism-based economy." The Town is currently working on a new Parks and Recreation Master Plan that outlines the vision for developing parks and recreation within Mammoth Lakes for the next 18 years. The new Parks and Recreation Master Plan is intended to update the Parks and Recreation Element of the General Plan (1990) and is anticipated to be adopted by the Town in 2008. The Town also entered into contractual services agreement and a Memorandum of Understanding with Mammoth Lakes Trails and Public Access, a non-profit dedicated to trails and public access issues in Mammoth Lakes and the surrounding areas, to aid in the Concept and Master Planning (CAMP)/Trails Master Planning process. In addition, the Town continues to collect Development Impact Fees for parkland and recreation facilities from development projects.

The Resource Management and Conservation Element states: "Mammoth Lakes is valued for its majestic setting, the forest and trees, the smell of the pines, wildlife, clean air and water. The goals and policies of this Element address the community of Mammoth Lakes being a leader in managing and conserving these resources." This Element's goals and policies support the preservation of Mammoth Creek, which runs through the town, by prohibiting development that does not maintain established setbacks and by continuing to manage Town-owned properties along Mammoth Creek for open space, habitat preservation and passive recreation. The Mammoth Lakes Fire Protection District (MLFPD) in cooperation with the Town continues work on a project to protect the natural resources of Mammoth Creek that includes the removal of fallen trees and brush on Town-owned forested land located adjacent to the creek. This project is in the process of being expanded in coordination with the United States Forest Service (USFS) and Valentine Reserve. The MLFPD has also worked with private properties on fuels reduction projects that have been approved by the Town through tree removal permits. The Town continues to require tree removal permits to preserve the trees within the community to the maximum extent feasible. In addition, the Town is anticipated to adopt a new MLFPD ordinance to incorporate local amendments into the State adopted International Building Code in early 2008.

The Town continues to enforce the Water-Efficient Landscape Regulations (Municipal Code 15.36) which was adopted pursuant to the Water Conservation in Landscaping Act. These regulations require proposed development projects to submit a Landscape Documentation Package that details the total water use, landscape design plan, irrigation schedule, and a water conservation concept statement. The Landscape Documentation Package must be approved by the Town before building permits are issued.

The Town's Police Department is trained in wildlife management so they can work year-round to manage wildlife issues within the town, such as issues related bears and coyotes in an urban environment. The Town requires all new trash enclosures, receptacles and food storage areas to be animal resistant.

In addition, the California Environmental Quality Act (CEQA) requires analysis of aesthetic, air quality, biological resources, and water quality for all proposed development projects. Mitigation measures are identified for each project to reduce impacts to these resources. The Town includes these project specific mitigation measures as conditions of approval for the project to protect Mammoth Lakes' natural resources.

**Circulation Element** – The Mobility Element in the 2007 General Plan addresses circulation and states, “Mammoth Lakes will be connected, accessible, uncongested and safe with emphasis on feet first, public transportation second, and car last.” To promote non-motorized transportation to the Lakes Basin, the Town started construction of the Lake Mary Bike Lane project. The project is constructing a five-mile Class I bike path from Minaret Road to Horseshoe Lake and is anticipated to be completed in fall 2009. The Town is anticipating the construction of sidewalks in conjunction with street rehabilitation on the South Main Frontage Road from Manzanita Road to the westerly end of the frontage road and on Canyon Boulevard from Forest Trail to Canyon Lodge in 2008.

In 2007, the Town also initiated contracts with Nelson/Nygaard, consulting specialists in transit and multi-modal transportation planning, to provide additional transportation analysis for major proposed development projects including Transportation Demand Management strategies. The Town also continues to hold quarterly meetings with the California Department of Transportation (Caltrans - District 9) on various issues and proposed projects on State Route 203/Main Street.

The Town continues work on a traffic monitoring project within the town at 14 permanent locations to provide data for traffic related mitigation project implementation timing and overall traffic circulation information. A new traffic model is being prepared for the Town to provide more detailed analysis of proposed project traffic impacts and to allow for additional traffic monitoring capabilities. This traffic model is anticipated to be complete in

the summer of 2008. Also, the Town purchased a new loader in order to maintain street capacity and level of service for snow removal during snow storms as described in Town policy.

Work continues on the Town's Airport improvement projects and a project to provide scheduled winter air service to the Mammoth-Yosemite Airport. This air service is expected to result in less private vehicles in Mammoth Lakes, thereby supporting transit and the General Plan's "feet-first" goal while also providing a convenient method of transportation to and from the town for residents and visitors. The Environmental Impact Statement (EIS) by the Federal Aviation Administration is currently out for public review and the Town is due to release a Mitigated Negative Declaration in March 2008. Design for the runway rehabilitation project is underway and is expected to be constructed in summer 2008. The airport terminal building design has been completed, which will upgrade the terminal to Federal Aviation Administration and Transportation Security Administration standards. These upgrades are also expected to be complete in summer 2008.

The Town of Mammoth Lakes, in partnership with the Mammoth Mountain Ski Area Development Corporation, coordinated the preparation of plans for the North Village Parking Structure to provide adequate parking for retail and other uses/activities within the North Village. The North Village Parking Structure Use Permit and Design Review were approved by the Town's Planning Commission on June 13, 2007.

In addition, the Town Council created a Mobility Commission in 2007 to facilitate the goals in the Mobility Element. Staff is currently working on a Work Plan Approach for preparing and adopting a Mobility Plan with the Mobility Commission. The Town continues to collect Development Impact Fees for transit and trails from development projects.

**Housing Element** – A goal of the Town's Housing Element is "To ensure the provision of a variety of housing types suitable to the needs of the different social and economic segments of Mammoth Lakes' population." Town staff continues to implement the Affordable Housing Mitigation Regulations of the Town (Municipal Code 17.36). In 2007, 1 "very low" and 17 "low" income units were constructed or acquired, for a total of 18 Deed Restricted Affordable Units. These 18 units are the two and three bedroom units at the Jeffreys, a two bedroom unit at Bigwood, and a two bedroom unit at Nordica, which are deed restricted to the household income levels identified above based upon the Area Median Income (AMI) level established by the State of California Department of Housing and Community Development for Mono County. A total of 18 new affordable housing units were made available in 2007 and a number of other units were under construction (see Housing Projects/Programs section below and Attachment 1, "Annual Element Progress Report – Housing Element Implementation" for more information). The Housing Element is anticipated to be updated in 2008.

**Land Use Element** – Three elements in the 2007 General Plan address land use. These elements are Land Use; Community Design; and Neighborhood and District Character.

The Land Use Element states: “An overarching principle of the community is to maintain the town’s compact urban form, protect natural and outdoor recreation resources, and prevent sprawl.” The Town has started the process of “District Planning” identified in the General Plan to provide additional information on major proposed development projects concerning Population At One Time (PAOT)/density impacts, community design characteristics, mobility, community amenities, mixed-use possibilities, a greater geographic area (area of influence) and other topics. District Planning is currently underway for the Clearwater project (North Old Mammoth Road District), Mammoth Crossings project (North Village District), and the Sherwin project (East OSSC District). It is anticipated that at least three to five more major proposed development projects will undergo district planning in 2008.

The Land Use Element also requires that community benefits such as enhancing tourism, community, and environmental objectives of the Town be achieved in order to grant density bonuses for hotel, motel and transient lodging projects. This requirement is anticipated to result in the provision of amenities and services that are needed not only for the additional density, but also for the existing residents and visitors of Mammoth Lakes.

The Community Design Element states: “Our community is set within the forest; trees and the natural landscape are prominent and create a sense of scale and strong aesthetic.” To implement the policies and actions of the Element, the Town continues to retain an Advisory Design Panel (ADP) that reviews the site design, building massing and architecture of proposed development projects in Mammoth Lakes. In addition, the Town continues to implement and revisit the Town’s Design Guidelines to achieve desired community design through project review or the entitlement process. The District Planning process, described above, is also analyzing community design components of projects such as streetscape, public spaces, and views.

The Neighborhood and District Character Element states: “To enhance the unique character of Mammoth Lakes, development of individual sites and districts must be carefully planned...the community’s overall mix and composition of land uses, housing, employment, lodging and amenities should be considered in the planning of each district.” As previously stated, the process of district planning has been initiated to facilitate the overall planning of districts. This is anticipated to be an on-going and evolving process as more district plans are prepared. This element also identifies Special Study Areas for which studies will be prepared to aid in future planning. Special Study Areas are Mammoth Creek Corridor; Gateway; Main

Street, Old Mammoth Road, and Shady Rest; Sierra Valley Sites; and the Bell-shaped Parcel. These special studies are anticipated to be prepared within the next five years.

The Neighborhood and District Character Element discusses the Civic Center as part of the Gateway District and states that the Civic Center will reinforce the importance of public safety and security and civic events and functions. Town has actively worked with the Southern Mono Health Care District, Mono County Superior Courts, and Mono County to obtain a 10.01-acre property from the U.S. Forest Service at the intersection of Main Street and Sierra Park Road for a future police station, Superior Courts, and an interagency civic center. The police station is discussed in more detail under Safety Element below.

In addition, the Town coordinated with the Mammoth Unified School District on the construction of an ice rink / multi-use facility on the Mammoth Unified School District and Mono County Office of Education property, adjacent to the public library. On April 11, 2007 the Town's Planning Commission approved the ice rink / multi-use facility. The ice rink / multi-use facility opened in January 2008.

**Noise Element** – Noise is addressed in two elements of the 2007 General Plan. These elements are Noise (1997) and Community Design.

A goal of the Noise Element is: “To protect the citizens of the Town from the harmful and annoying effects of exposure to excessive noise.” A goal of the Community Design Element is: “Enhance community character by minimizing noise.” The Town continues to enforce the noise limits stated in Municipal Code 8.16 Noise Regulation. In addition, the California Environmental Quality Act (CEQA) requires a noise analysis for all proposed development projects. Mitigation measures are identified for each project to reduce noise impacts. The Town includes these project specific mitigation measures as conditions of approval for the project to reduce noise impacts. The Noise Element is anticipated to be updated by 2012 as feasible with Town resources.

**Safety Element** – The Public Health and Safety Element in the 2007 General Plan addresses safety. This Element states: “The community will be comfortable and safe. Facilities that are important to a livable community will be supported, provided, and encouraged.” The Town's Municipal Code continues to allow day care facilities in residential zones to encourage adequate and high quality child care in Mammoth Lakes.

As previously stated, land for a Civic Center was obtained through a land exchange with the U.S. Forest Service. The Civic Center design concept includes a new police station which is needed to provide adequate police services and resources for the growing community of Mammoth Lakes. A

design team, LPA, was hired by the Town to design the Police Department facility on the Civic Center site. On December 12, 2007 the Town's Planning Commission approved the Police Station project. In addition, the Mammoth Lakes Town Council allocated funding on December 5, 2007 to pursue a LEED (Leadership in Energy and Environmental Design) certification for the Police Station building.

The Town continues to enforce building code requirements to minimize loss of life, injury, and property damage from snow, earthquakes, and fire. The Town also continues to work closely with the Mammoth Lakes Fire Protection District to review proposed development projects to ensure adequate emergency access and fire equipment access. All development project applicants are required to submit a Hazardous Waste Acknowledgement Form to disclose any hazardous materials information prior to project review and approval. In addition, the Town maintains an Emergency Operations Plan (EOP) that outlines how the Town will organize to respond to emergencies within the Town's jurisdiction.

**Economy Element** – The Economy Element in the 2007 General Plan is an optional Element (not required by California State Law) that states: “Mammoth Lakes’ economy is tourism-based...Mammoth Lakes’ economic sustainability is dependent upon the mountain resort, expanded employment opportunities, shoulder season and midweek occupancy, air service and many other components of the community.” In 2007, Economic Research Associates (ERA), a consultant to the Town, prepared a Real Estate Market Outlook and Development Strategy Recommendations for the Town of Mammoth Lakes. The Town is using this ERA report to inform strategic and future planning.

**Housing Projects/Programs:**

Mammoth Lakes Housing, Inc. (MLH) is a private, non-profit, organization that was established in 2003 by the Town of Mammoth Lakes. MLH was established for the purpose of acquiring and developing reasonably priced housing for the resident worker population of the greater Mammoth Lakes area. Additional purposes of MLH include managing and facilitating the ownership or rental of such housing and assisting and encouraging other entities in the development and acquisition of workforce housing. The Town and MLH have a working and contractual relationship to implement the affordable housing components of the Housing Element and other affordable housing objectives.

During 2007, there were four affordable housing projects in various stages of development. These are Tavern Road, Manzanita Apartments, Aspen Village (Phase 2), and the Jeffreys.

The Town's Planning Commission approved an application for the "Tavern Road" project site on February 14, 2007. This project proposes to build 31 affordable apartments, commercial space, and a parking garage on the existing Park-N-Ride site located on the corner of Tavern Road and Old Mammoth Road.

Three affordable housing projects were under construction in 2007:

- The Manzanita Apartments were under construction. This project consists of 14 rental units located on the corner of Manzanita Road and the Main Street frontage road. There are two 2-bedroom and twelve 3-bedroom units on the site. The 14 new units will be restricted to households earning 60% or less of the AMI.
- Phase 2 of the Aspen Village project includes 24 condominium units, which are under construction. The condominium units will be restricted to affordability levels ranging from "low" (80% of Mono County area median income) to 200% AMI. The condominium units will complete the Aspen Village project which also includes 48 apartments that are fully occupied (Phase 1). These units are eligible to those earning 50-60% AMI.
- A 14-unit apartment project, known as the "Jeffreys," consisting of six 2-bedroom and eight 3-bedroom units in addition to an existing duplex, is being occupied. All sixteen units on site are restricted to households earning 60% or less of the AMI.

The Town and MLH continue to work with the property owner and developer for the Shady Rest Tract, a 25 acre parcel designated for 172 affordable housing units. Technical studies for an Environmental Impact Report (EIR) have been prepared for this project site consistent with the California Environmental Quality Act (CEQA). The Town will continue work on this project's EIR when an application is submitted, anticipated in 2008.

Staff is implementing the provisions of the adopted Affordable Housing Mitigation Regulations (Municipal Code 17.36). The Affordable Housing Mitigation regulations are encouraging the development of Mixed-Use projects that include housing above commercial developments.

During 2007, the Town collected in-lieu fees totaling \$190,687.58 to be spent on affordable housing projects. The December 31, 2007 balance within the Affordable Housing Mitigation fund totaled \$641,612.27. The Town Council allocated \$855,983.00 from general fund revenues for workforce housing development and acquisitions.

**Grant Applications:**

On March 7, 2007 the Town and Mammoth Lakes Housing, Inc. (MLH) received a \$400,000 grant from the HOME program for homebuyer down payment assistance to income qualifying households. On June 29, 2007 the Town and MLH received a \$600,000 grant from the CalHome program for homebuyer down payment assistance to income qualifying households. On July 1, 2007 the Town and MLH received a \$87,491 grant from the Workforce Housing Program to assist in the construction of the Aspen Village Townhomes. Finally, on August 8, 2007 the Town and MLH received a \$1,500,000 loan from the CalHFA HELP program for homebuyer down payment assistance to income qualifying households.

**Waste Reduction Programs (AB 939):**

The passing of AB 939 required Counties/Cities to achieve a 50% reduction or diversion of solid waste from landfills by the year 2000. The California Integrated Waste Management Board (CIWMB) realized that this goal was extremely aggressive and passed an amendment giving these jurisdictions through 2005 to achieve the 50% reduction goal. In 2005, the Town submitted an extensive report to the CIWMB documenting the Town's diversion progress for 2004. A diversion rate of 53% was measured. This is outstanding for a community with little "green waste" or landscape debris to dispose. A lot of the diversion was obtained through increased recycling efforts, reuse of asphalt grindings for roadway repair, and sludge cover from Mammoth Community Water District (MCWD). In June of 2006, the CIWMB came to Mammoth Lakes to verify Mammoth Lakes' diversion efforts contained in the report. In September 2007, the CIWMB approved a diversion percentage of 51% for 2004. This new measurement will be used as a new base year for future year measurements. As part of the new franchise agreement negotiations with Mammoth Disposal, a new 16,000 square foot recycling center is being considered. This facility will accommodate recycling needs of the Town for the next ten to fifteen years. The Town is currently still in negotiations with its waste hauler regarding this project.

**Transit Planning:**

Town Staff has continued to run a year-round public transit system within the Town boundaries. The North Village Specific Plan includes a "central hub" transit stop and shelter structure adjacent to the Gondola Building along Canyon Boulevard. The year-round public transit system supplements the winter transit system run by Mammoth Mountain Ski Area.

The Town previously acquired property for a transit facility in the Industrial Park. This facility was approved by the Community Development Department on May 21, 2007 and was remodeled to provide for dispatch services, transit vehicle storage, and repair space. The Town has agreed to allow the Eastern Sierra Transit Authority (ESTA), a transit agency created to meet the growing need for public transportation in and for the four

member jurisdiction (including the Town of Mammoth Lakes) and throughout the entire Eastern Sierra region, to occupy a portion of this building as their main offices. In addition, a new transit study will be prepared by ESTA in 2008 to evaluate and expand year round transit service for resident, workforce, and visitor needs. The Town ordered 12 new trolleys, which were delivered in 2007 for expanded service. This trolley service complements the Mammoth Mountain Ski Area transit system by operating from 6p.m. until 1a.m. In addition, the Town has been collecting an additional one percent Transient Occupancy Tax that is primarily dedicated to transit services.

The Town has also completed an expansion of Town's maintenance shop to provide for proper maintenance of Town equipment designated to maintain streets and snow removal level of service required by Town policy. The additional space will allow for welding space with ventilation equipment in compliance with OSHA requirements.

#### **Pedestrian Improvements in Commercial Areas:**

During 2007, design was underway for the Frontage Road rehabilitation that will provide street improvements, sidewalks, and landscaping along Main Street. Design was also underway for the lower Canyon Boulevard rehabilitation project that includes street improvements and sidewalks between Forest Trail and Lake Mary Road. Preliminary design work was done for the North Main Street Frontage improvements between Forest Trail and the Post Office. The Meridian Boulevard is another project that has started the design process and includes sidewalks from Sierra Park Road to Majestic Pines Drive.

In addition, the Town is working with Caltrans – District 9 on right of way studies and sidewalk alignments for Minaret Road and Main Street/State Route 203. The Town is also working on a grant application for a Transportation Demand Management (TDM) Plan to better coordinate transit and transportation with land use. This grant is funded by Caltrans.

#### **Environmental Review:**

In conjunction with current planning application requests and project developments, numerous Categorical Exemptions were filed, four Mitigated Negative Declarations (Lode\*star, Tavern Road, Police Station, and North Village Parking Garage) were filed/adopted, and two Environmental Impact Reports (EIRs) (Eagle Lodge and the General Plan Update) and one EIR addendum (Ice Rink / Multi-use Facility) were filed/certified.

Also, four single-family homes in the Bluffs were studied and found to conform to the Bluffs EIR (Jansak, Kaufman, Clifford and Barrale). The Town is continuing work on five Mitigated Negative Declarations (Holiday Haus, Turner Propane Tank Farm, 7B Project, the Mammoth Yosemite Airport improvements, and the Mammoth Yosemite Airport Commercial Air

Service) and six Environmental Impact Reports (EIRs) (Sherwin, Snowcreek VIII, Sierra Star Master Plan, Hidden Creek Crossing, Mammoth Crossing, and Clearwater).

### **Planning Application Requests**

**General Plan Amendments:** There was one General Plan Amendment filed in 2007.

GPA 2007-01: This amendment was initiated by Snowcreek Investment Company LP to remove the Sherwin Ski Bowl from the proposed Snowcreek VIII Master Plan (ZCA 2006-04). With the approval of the General Plan Update (GPA 2003-01), this application is no longer needed and has been withdrawn.

**District Zoning Amendments:** There were three District Zoning Amendments filed in 2007.

DZA 2007-01: This amendment was filed by Mammoth Crossing Ventures, LLC for the Mammoth Crossings project in the North Village Specific Plan area.

DZA 2007-02: This amendment was filed by Intrastar Mammoth LLC to transfer density within the Lodestar Master Plan and for a building height increase (7B project).

DZA 2007-03: This amendment was filed by Mammoth Bridges Development, LLC for revisions to the Altis project located within the Storied Places Master Plan.

**Zoning Code Amendments:** There were no Zoning Code (Text) Amendments filed in 2007.

**Use Permit Applications:** There were fifteen Use Permit Applications filed in 2007.

UPA 1988-19A: This application was initiated by Snowcreek Investment Company LP to amend the existing use permit for the nine-hole Snowcreek golf course to allow for storage of golf carts in cargo containers.

UPA 2004-25A: This application was initiated by Shelly Silva to amend the existing use permit for a three unit condominium project on Davison Road to allow for transient use. This was approved by Planning Commission on November 28, 2007.

UPA 2007-01: See Tentative Parcel Map application 36-225.

UPA 2007-02: This application was initiated by Intrastar and the Town of Mammoth Lakes for a municipal parking structure in the North Village Specific Plan area. This application was approved by Planning Commission on June 13, 2007.

UPA 2007-03: This application was initiated by the Town of Mammoth Lakes for an Ice Rink/Multi-use Center. This project was approved by Planning Commission on April 11, 2007.

UPA 2007-04: This application was initiated by Turner Propane for a propane tank facility located adjacent to Sherwin Creek Road.

UPA 2007-06: See District Zoning Amendment application 2007-02.

UPA 2007-07: This application was initiated by John Vereuck for a single room occupancy use of an existing motel and apartments. This project was approved by the Planning Commission on July 11, 2007.

UPA 2007-08: This application was initiated by Steve Johnson for a single family residence in the Bluffs Subdivision. This project was approved by Planning Commission on June 13, 2007.

UPA 2007-09: This application was initiated by Jodi DeVore for a drive-thru coffee kiosk on Main Street. This project was approved by Planning Commission on August 22, 2007.

UPA 2007-10: See Tentative Tract Map application 36-248.

UPA 2007-11: This application was initiated by Mammoth Hillside for the Mammoth Hillside parking amendment. It was approved by Planning Commission on November 14, 2007.

UPA 2007-12: This application was initiated by the Town of Mammoth Lakes for a new public safety building. This was approved by Planning Commission on December 12, 2007.

UPA 2007-13: See District Zoning Amendment application 2007-03.

UPA 2007-14: This application was initiated by C.E. Mammoth LLC for the Mammoth Hillside alternative housing mitigation plan. This project was approved by Planning Commission on February 13, 2008.

**Variance Applications**: There were two Variance Application request filed in 2007.

V 2007-01: See Use Permit application 2007-02.

V 2007-02: See Use Permit application 2007-12.

**Administrative Permits**: There were four Administrative Permits filed in 2007.

AP 2007-01: This application was initiated by Mammoth Sierra Center, LLC for outdoor sales at the Sierra Center Mall. This request was approved on February 13, 2007.

AP 2007-02: This application was initiated by Snowcreek Hilltop Development/Chadmar for two model homes in Phase 1 of the Snowcreek VII development. This was approved by the Community Development Department on June 13, 2007.

AP 2007-03: This application was initiated by Craig Tapley for a towing facility and impound yard.

AP 2007-04: This application was initiated by Snowcreek Investment Company LP for a temporary stockpile for the Snowcreek VII project located east of Fairway Drive (grading permit 2006-15). This was approved by the Community Development Department on August 3, 2007.

**Lot Line Adjustments:** There were six Lot Line Adjustment applications filed in 2007.

LLA 2007-01: This application was filed by St Joseph's Church to adjust lot lines. This project was approved by the Community Development Department on April 26, 2007.

LLA 2007-02: This application was filed by Mammoth Lakes Family Associates to merge two lots. This application was approved by the Community Development Department on January 30, 2007.

LLA 2007-04: This application was filed by Mono County Office of Education to adjust lot lines for the Ice Rink/Multi-use Center. This application was approved by the Community Development Department on June 20, 2007.

LLA 2007-05: See Tentative Tract Map application 36-248.

LLA 2007-06: This application was filed by The Grove 6a and 8c sites/Triad Holmes Associates to adjust lot lines. This application has been withdrawn.

LLA 2007-07: This application was filed by Intrastar Mammoth Village Subsidiary I, LLC to adjust lot lines east of the new Berner Street alignment. This request was approved by Community Development Department on November 7, 2007.

**Tentative Parcel Maps:** There were three application requests for Tentative Parcel Maps in 2007.

TPM 36-223: This application was initiated by John and Shelly Silva (North Star Company) for the conversion of a 3-unit project into a non-transient form of ownership. This project was approved on March 28, 2007.

TPM 36-225: This application was initiated by Hines to demolish an existing duplex and build four free-standing condominium units on two adjacent lots. This request was approved by the Planning Commission on August 22, 2007.

TPM 36-226: See Use Permit application 2007-02.

**Tentative Tract Maps:** There were four application requests for Tentative Tract Map approvals or extensions in 2007.

TTM 36-227 (time extension): This application was filed by E.Ward Jones for the Golden Eagle Villas Tentative Tract Map. This application was approved by Planning Commission on February 28, 2007.

TTM 36-247: See District Zoning Amendment application 2007-02.

TTM 36-248: This application was filed by Mammoth Mountain Ski Area for Eagle Lodge.

TTM 36-249: See District Zoning Application 2007-03.

**Sign Review Permits:** There were approximately twenty-one application requests for various sign permits submitted during 2007.

**Business License Registrations:** There were a total of 192 business license registrations reviewed and approved in 2007. All registrations were routed through the planning department for review and approval. Of the total registrations, 126 listed business locations are within the Town of Mammoth Lakes.

**Tree Removal Permits:** There were 54 tree removal permit requests submitted for the Town's review. Approximately 400 trees were approved for removal in 2007. Some of these tree removal permits were requests based on recommendations from the Mammoth Lakes Fire Protection District to provide defensible space around residences and other structures.

**Building Permit Planchecks:** There were 508 building permit planchecks reviewed during 2007. Of these planchecks reviewed, 17 were for multiple dwelling units and 10 were for single-family dwelling units (see Attachment 1, "Annual Element Progress Report – Housing Element Implementation" Table A2 for more information).

**Code Compliance:** During 2007, there were multiple Code Compliance citations issued, mostly for garbage violations. Various Code Compliance warning notices were also issued, many related to illegal signage and exterior lighting.

**Website:**

Municipal (Zoning) Code and General Plan information, including district planning information, with download availability can be located at the Town of Mammoth Lakes website at: [www.ci.mammoth-lakes.ca.us](http://www.ci.mammoth-lakes.ca.us). Active planning projects information such as proposed plans and CEQA documents are available on the Town's website. In addition, all Planning Commission and Town Council agenda packets and minutes are posted on the Town's website.

**Attachment 1:** Annual Element Progress Report – Housing Element Implementation

# ANNUAL ELEMENT PROGRESS REPORT

## *Housing Element Implementation*

(CCR Title 25 §6202 )

**Jurisdiction** Mammoth Lakes, CA

**Reporting Period** 1-Jan-07 - 31-Dec-07

**Table A**

### Annual Building Activity Report Very Low-, Low-, and Moderate-Income Units and Mixed-Income Multifamily Projects

Housing Development Information							Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	
1	2	3	4				5	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure  R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income		See Instructions	See Instructions	
Jefferies	5+	R		16			16	CDBG, HOME, Housing Bonds, WFH, and tax credits	16	
Bigwood	2-4	O		1			1	Mitigation	1	
Nordica	2-4	O	1				1	Mitigation	1	
(9) Total of <b>Above Moderate</b> from Table A2 ▶ ▶ ▶ ▶ ▶ ▶						27	27			
(10) Total by income units (Field 5) Table A ▶ ▶ ▶			1	17			45			

**ANNUAL ELEMENT PROGRESS REPORT**  
***Housing Element Implementation***  
(CCR Title 25 §6202 )

**Jurisdiction**            Mammoth Lakes, CA  
**Reporting Period**        1-Jan-07 - 31-Dec-07

**Table A2**

**Annual building Activity Report Summary for Above Moderate-Income Units  
(not including those units reported on Table A)**

	<b>Single Family</b>	<b>2 - 4 Units</b>	<b>5+ Units</b>	<b>Second Unit</b>	<b>Mobile Homes</b>	<b>Total</b>
<b>No. of Units Permitted for Above Moderate</b>	10	17				27



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(CCR Title 25 §6202 )

**Jurisdiction** Mammoth Lakes, CA

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**Table C**

**Program Implementation Status**

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including progress in removing regulatory barriers as identified in Housing Element .		
Name of Program	Objective	Deadline in H.E.	Status of Program Implementation
Program 1.A.	Maintain the mobile home park zoning on existing mobile home parks.	On-going	Achieved successfully through the Town Zoning Code.
Program 1.B.	Facilitate and encourage affordable housing projects.	On-going	Successfully implemented through State of California Density Bonus Law and Town General Plan and Zoning Code, which allow up to a double density bonus for qualifying projects.
Program 1.C.	Support the establishment of a nonprofit corporation or trust for the development and operation of affordable housing.	Not specified	Achieved successfully through partnerships. Mammoth Lakes Housing was incorporated as a California Public Benefit Corporation in July 2002.
Program 1.D.	Place a referendum before the voters for the approval of publicly assisted low-income housing.	At the earliest opportunity	Achieved successfully. In 1996, 200 units of publicly assisted low-income housing units were approved.
Program 1.E.	Modify zoning to allow emergency shelters and transitional housing for the homeless as a permitted use.	Not specified	Successfully implemented through the Town's Zoning Code.

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Program 1.F.	Achieve fair share of regional housing need.	On-going (next deadline is December 2008)	Town has set a target of of a minimum of 60 new units of very low-income housing, 53 units of low-income housing, and 69 units of moderate income housing for the five-year period ending in December 2008.
Program 1.G.	Establish a redevelopment agency.	Fiscal year 1992-1993	The Town of Mammoth Lakes had its Redevelopment Plan rejected by the courts. Redevelopment is not a tool that is available to the Town of Mammoth Lakes at this time.
Program 2.A.	Enforce the California Administrative Code as it pertains to handicapped accessibility.	On-going	Successfully implemented. The Town of Mammoth Lakes has been ensuring that all new developments and rehabilitations of housing units meet the requirements of the California code of regulations.
Program 2.B	Continue to permit manufactured housing in all residential zones and "Granny" housing as defined in the Government Code.	On-going	Achieved successfully. The Zoning Code appropriately reflects the State Law requiring local jurisdictions to allow "Granny" units on single family zoned properties.
Program 2.C.	Establish a referral program so that persons with complaints requiring housing discrimination may be directed to the appropriate state or federal agency.	31-Dec-93	Achieved successfully. Brochures are available at the Town offices.
Program 2.D.	Increase the number of Section 8 Vouchers available to the community, if possible.	Not specified	Achieved successfully. There are 15 Section 8 vouchers available in Mono County. The Town will not pursue additional increases in Vouchers, as funding is not available from State or federal sources.

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Program 3.A.	Enforce the requirements of Title 24 of the California Code of Regulations (Building Code).	On-going	Implemented successfully.
Program 3.B.	Continue to promote energy conservation programs.	On-going	Achieved successfully. To date over 3,000 old woodstoves and fireplaces have been replaced. The Town's Planning Application form refers applicants to energy savings groups such as High Sierra Energy Foundation.
Program 4.A.	Pursue housing code enforcement and develop a housing rehabilitation program which includes weatherization, minor repairs, and unit rehabilitation.	Not specified	Achieved through partnership. Mammoth homeowners and renters are eligible to participate in weatherization programs. The development boom has provided incentive for the private sector to initiate rehabilitation.
Program 4.B.	Continue to not require removal or conversion of housing units which have been made nonconforming as a result of changes in zoning.	On-going	Achieved successfully. The Town Zoning Code continues to allow nonconforming residential uses to be maintained.
Program 4.C.	Assure that new major projects do not have an adverse effect on the Town's housing supply.	On-going	Achieved successfully. The Town Council updated Affordable Housing Mitigation Regulations in 2005. The CEQA process continues to be used to evaluate project impacts to housing.
Program 4.D.	Review all future NEPA documents for expansion of Mammoth Mountain and other developments on National Forest land to assure that said development has no adverse effect on the housing stock of the community.	On-going	Implemented successfully though partnerships. Although the USDA Forest Service does not allow Mammoth Mountain Ski Area (MMSA) to provide on-site employee housing, MMSA continues to provide housing opportunities as well as upgrade or replace units.

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<p>Program 4.E.</p>	<p>Minimize displacement of existing residents and residential units through the application of conversion requirements in the Zoning Regulations.</p>	<p>On-going</p>	<p>Implemented successfully. The Community Development Department reviews vacancy rates annually and disallows conversion of residential units for commercial or condominium uses if vacancy rates are less than 5 percent.</p>
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